

C-A OPERATIONS PROCEDURES MANUAL

1.17 C-A Hearing Conservation Program

1. Purpose

- 1.1 This program enables the C-A Department to monitor personnel who have been exposed to noise.
- 1.2 Enables the department to recognize, evaluate, and control noise hazards in the department.
- 1.3 Review components of the program on a periodic basis to ensure compliance with the Laboratory requirements for the control of noise as given in [ESH Standard 2.4.0](#).

2. Responsibilities

- 2.1 The C-A Program Administrator shall implement the elements of the program.
 - 2.1.1 The C-A Program Administrator, on an annual basis, shall evaluate the groups that have personnel enrolled in the C-A Hearing Conservation Program for applicability, addition, or deletion, to the program.
- 2.2 Supervisors shall ensure that noise exposure be minimized during the Work Planning stage.
 - 2.2.1 Supervisors shall ensure that potentially affected personnel receive initial training, and annual retraining, so as to understand the hazards associated with noise exposure, and the corrective measures to reduce exposure.
 - 2.2.2 Supervisors shall ensure that medical evaluation are current for affected personnel.
- 2.3 The C-A Training and Procedures Manager shall ensure that personnel enrolled in the C-A Hearing Conservation Program receive annual training and medical evaluation as appropriate.
 - 2.3.1 The C-A Training and Procedures Manager shall add the appropriate specific elements of the C-A Hearing Conservation Program to the employee's Job Training Assessment (JTA).

3. Prerequisites

- 3.1 The ESHQ Division Head shall appoint the C-A Program Administrator.
- 3.2 The C-A Program Administrator shall have the appropriate experience and training to perform these duties.

4. Precautions

None

5. Procedure

- 5.1 Evaluation of noise hazards shall be performed by the C-A Program Administrator.
 - 5.1.1 Noise surveys shall be performed by trained personnel.
 - 5.1.2 Noise surveys and subsequent evaluations and actions/controls put in place, shall be documented. Copies of such shall be forwarded to the BNL Safety Health Services Division (SHSD), Industrial Hygiene Office.
- 5.2 Noise areas shall be reviewed on an annual basis.
 - 5.2.1 Noise areas shall be reviewed for proper and appropriate postings, and availability of hearing protection by the C-A Program Administrator.
 - 5.2.2 During Tier 1 Inspections, C-A ESHQ staff, shall inspect noise areas for proper postings, hearing protection availability, and inspection of the sanitation and condition of hearing protection equipment as applicable. Any equipment found deficient shall be removed from service and noted in the C-A Automated Tracking System (ATS) for replacement.
- 5.3 Personnel exposed to noise areas exceeding 85 dBA 8-hour TWA or 50% dose based on 90 dBA threshold with 3 dB exchange, will be placed in the C-A Hearing Conservation Program and Noise Medical Protocol.
 - 5.3.1 The C-A Program Administrator, in concert with the Group Supervisor, shall determine which employees are to be placed in the program.
 - 5.3.2 Personnel placed in the program shall be required on an annual basis to be trained in Noise and Hearing Conservation, HP IND-008. This requirement shall be part of the C-A Job Training Assessment (JTA), and tracked in the Brookhaven Training Management System (BTMS).
- 5.4 Personnel who have shown a historical occupational Standard Threshold Shift (STS), exceeding 10 dB, shall be evaluated if to be placed on Noise Medical Protocol.
 - 5.4.1 Personnel shall be evaluated by the Program Administrator and the SHSD Industrial Hygiene Office for applicability for Medical Protocol.

- 5.4.2 When personnel are placed on a NOISE medical protocol, OMC shall evaluate personnel on an annual basis. This requirement shall be part of the C-A JTA and tracked in BTMS.
- 5.4.3 Any employee participating in the C-A Hearing Conservation Program may voluntarily request a hearing medical evaluation.
- 5.4.4 If an employee is found to have a STS, the Occupational Medical Clinic (OMC) shall issue "Employee Notification of Hearing Test Results" to the SHSD and the supervisor. The supervisor shall forward a copy to the C-A Program Administrator.
- 5.5 The C-A Program Administrator shall arrange a meeting with the employee and SHSD upon receipt of an "Employee Notification of Hearing Test Results".
 - 5.5.1 The Meeting between the employee and the C-A Program Administrator shall incorporate the Hearing Conservation Interview Form, [C-A-ATT-1.17.a](#).
 - 5.5.1.1 Discuss with the employee working conditions where possible occupational STS may have occurred.
 - 5.5.1.2 Instruct employee in the proper use and fitting techniques of hearing protection.
 - 5.5.1.3 Answer employee questions about hearing conservation.
 - 5.5.1.4 Document such meetings on the Hearing Conservation Interview Form.

6. Documentation

- 6.1 Noise surveys and associated documents may be maintained by the C-A Program Administrator, but SHSD Industrial Hygiene Group will be provided with all records and SHSD shall maintain the record according to OSHA and DOE requirements.
- 6.2 The "Employee Notification of Hearing Test Results", and "Hearing Conservation Interview Form", shall remain on file with the C-A Program Administrator.

7. References

7.1 [BNL Safety Manual, Environmental, Health, and Safety Standard, 2.4.0, Noise.](#)

7.2 Employee Notification of Hearing Test Results, OMC document.

8. Attachments

8.1 [C-A-OPM-ATT-1.17.a, “C-A Hearing Conservation Interview Form”.](#)